

## **Joseph Mariani**

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**From:** sseyler@andrewsinternational.com  
**Sent:** Tuesday, November 03, 2015 6:17 AM  
**To:** Kerry Morrison  
**Cc:** Joseph Mariani  
**Subject:** Re: Security Invoices

Just name the time and place. Culd do it over lunch if you are free.  
Sent via BlackBerry by AT&T

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**From:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>  
**Date:** Tue, 3 Nov 2015 02:25:06 +0000  
**To:** [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)<[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)>  
**Cc:** Joseph Mariani<[joe@hollywoodbid.org](mailto:joe@hollywoodbid.org)>  
**Subject:** RE: Security Invoices

Thanks Steve – and we also need to talk this week (perhaps Wednesay ) re/ radio training and logistics.  
Kerry

---

**From:** [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com) [mailto:[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)]  
**Sent:** Monday, November 02, 2015 6:24 PM  
**To:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>  
**Cc:** Joseph Mariani <[joe@hollywoodbid.org](mailto:joe@hollywoodbid.org)>  
**Subject:** Re: Security Invoices

Everything is on track. The music festival will wipe out the sbid surplus. We cut the hbid festival budget by changing Joes hours so he is the supervisor 3 nights. I am working Sunday so we don't have to pay for an HBID supervisor that day either. We cut staffing for HBID for the rest of the year and will save about 1500.00 a week. We will not go over budget. This festival and the added Sunday shifts have forced us to be a little creative, but all is well. I will show Joe the math.

Sent via BlackBerry by AT&T

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**From:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>  
**Date:** Tue, 3 Nov 2015 02:00:21 +0000  
**To:** [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)<[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)>  
**Cc:** Joseph Mariani<[joe@hollywoodbid.org](mailto:joe@hollywoodbid.org)>  
**Subject:** FW: Security Invoices

Steve, can you take a look at this – I want to make sure our tracking is in alignment with yours.

If I look at this, it appears we are running a fairly healthy surplus for Sunset, but we are ahead of budget for Hollywood. Are there adjustments that can be made between now and year's end to create more parity between the two BIDs?

Give me a call manana and we can discuss.  
Kerry

---

**From:** Joseph Mariani  
**Sent:** Monday, November 02, 2015 5:51 PM

**To:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>  
**Subject:** Security Invoices

Here you go, let me know if you need anything else.

**JOSEPH MARIANI**  
*Associate Executive Director*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [joe@hollywoodbid.org](mailto:joe@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## **Joseph Mariani**

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**From:** Steve S. <sseyler@andrewsinternational.com>  
**Sent:** Wednesday, November 04, 2015 2:31 PM  
**To:** Kerry Morrison; Joseph Mariani  
**Subject:** Invoices

Good afternoon. During April of this year our company changed our billing from a Monday through Sunday model to Friday through Thursday. This caused a ripple effect in our book keeping and we find ourselves with a week 53 on paper. In past years we have rolled over the last days of December into the new year. This year we ended up with a full week from 12-24-15 through 12-31-15 instead of the usual couple of days. Kerry you expressed your desire to include this amount on this years totals.

As a result, we find ourselves over budget in the HBID. I project that we will be over in the neighborhood of \$16,000.00, but there are variables that make an exact estimate difficult.

Another factor this year was the addition of a dispatcher. The cost for this came from our existing budget.

We have cut our shifts in anticipation that the combination of rain and cold will slow down our calls for service. We will still have a robust posture on the streets and will not compromise on fulfilling our duties.

The SBID is on a path to be on budget and we will make minor adjustments as needed. We are showing a large amount of extra funds, but they will be used up during the extra weeks billing.

Please call if you have any questions.

## **Joseph Mariani**

---

**From:** Steve S. <[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)>  
**Sent:** Friday, November 06, 2015 8:34 AM  
**To:** Kerry Morrison; Joseph Mariani  
**Subject:** Calls for service

FYI our pace is remaining steady and we are 1064 calls over this time last year.

## **Joseph Mariani**

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**From:** Kerry Morrison  
**Sent:** Friday, November 06, 2015 11:40 AM  
**To:** Steve S.; Joseph Mariani  
**Subject:** RE: Parking structures

Yes; we cannot serve as their personal security. They can always call LAPD, of course  
Kerry

**From:** Steve S. [mailto:[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)]  
**Sent:** Friday, November 06, 2015 9:11 AM  
**To:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>; Joseph Mariani <[joe@hollywoodbid.org](mailto:joe@hollywoodbid.org)>  
**Subject:** Parking structures

Hi. We have been getting pressure to respond to calls on the upper floors of parking garages including the one at 1627 Vine. We have told them that we can only respond to the first floor per our clients instruction. Just want to verify this is correct.

## **Joseph Mariani**

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**From:** Kerry Morrison  
**Sent:** Thursday, November 12, 2015 11:16 AM  
**To:** Matthew Severson; Joseph Mariani; [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)  
**Subject:** RE: Mutually Beneficial Introduction

Matthew, when you set this up, can you indicate that I am out of town and I didn't want to have this meeting delayed until after Thanksgiving. You can cc: me. I don't want him to think I am blowing him off.

K

---

**From:** Matthew Severson  
**Sent:** Thursday, November 12, 2015 10:53 AM  
**To:** Joseph Mariani <[joe@hollywoodbid.org](mailto:joe@hollywoodbid.org)>; [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com); Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>  
**Subject:** RE: Mutually Beneficial Introduction

No problem.

**MATTHEW SEVERSON**  
*Operations Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.4728 | [matthew@hollywoodbid.org](mailto:matthew@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

---

**From:** Joseph Mariani  
**Sent:** Thursday, November 12, 2015 10:52 AM  
**To:** [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com); Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>; Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>  
**Subject:** RE: Mutually Beneficial Introduction

Works for me. Matthew, would you mind setting up a time for us to do this next week? I'm free Monday or Tuesday.

Steve why don't you come to our office first so we can talk about the property before we head over.

Thank you guys!

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**From:** [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com) [mailto:[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)]  
**Sent:** Thursday, November 12, 2015 6:11 AM  
**To:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>; Joseph Mariani <[joe@hollywoodbid.org](mailto:joe@hollywoodbid.org)>; Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>  
**Subject:** Re: Mutually Beneficial Introduction

Sure  
Sent via BlackBerry by AT&T

---

**From:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>  
**Date:** Thu, 12 Nov 2015 04:06:07 +0000

**To:** Joseph Mariani<[joe@hollywoodbid.org](mailto:joe@hollywoodbid.org)>; Matthew Severson<[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>;  
[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)<[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)>

**Subject:** FW: Mutually Beneficial Introduction

Gentlemen, I'm thinking with my travel schedule, perhaps you could do this meeting next week while I am in Montana. I don't want to hold it off too long.

I'm thinking the three of you, for now, is the appropriate entourage.

Kerry

---

**From:** Garza, Josh [<mailto:jgarza@kilroyrealty.com>]

**Sent:** Monday, November 09, 2015 4:46 PM

**To:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>; Phillips, Lauren <[lphillips@kilroyrealty.com](mailto:lphillips@kilroyrealty.com)>; Kevin Stuessi <[kevin@neuehouse.com](mailto:kevin@neuehouse.com)>

**Cc:** Estelle LaCroix <[estelle@neuehouse.com](mailto:estelle@neuehouse.com)>

**Subject:** RE: Mutually Beneficial Introduction

Hi Kerry,

I hope you had an enjoyable weekend. I wanted to follow-up on the below email. I know you have an incredibly busy schedule, however I was hoping we could secure an on-site meeting with the security lead and clean streets lead from your BID team.

I also help manage our Sunset Media Center and Academy projects here in Hollywood and I know from experience how much easier it is for the BID to assist once they understand the layout and function of each property. If there is any chance to line up such a meeting this week or next, it would be tremendously helpful.

My full contact information is below. I look forward to hearing from you.

Joshua Garza, RPA  
Senior Property Manager  
Kilroy Realty Corporation  
6255 W. Sunset Blvd., Suite 2210  
Los Angeles, CA 90028  
P: (323) 785-6911 - Direct  
E: [jgarza@kilroyrealty.com](mailto:jgarza@kilroyrealty.com)

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**From:** Kerry Morrison [<mailto:Kerry@hollywoodbid.org>]

**Sent:** Wednesday, October 21, 2015 6:38 PM

**To:** Phillips, Lauren; Kevin Stuessi

**Cc:** Garza, Josh; Estelle LaCroix

**Subject:** RE: Mutually Beneficial Introduction

Hi Lauren – thank you for the introduction to Kevin.

We have been anticipating the arrival of Neuehouse to Hollywood and are very excited about all the energy this organization and all the people associated therewith will bring to this neighborhood.

I have a small team, and we would love to have a tour of your facility. A couple summers ago, when our building was undergoing a seismic retrofit, we re-located to We-Work down at LaBrea. We understand that Neuehouse takes collaborative and shared work space to a whole new level – and cannot wait to see what you offer!

We are also anxious to let you know about Hollywood, and the services provided by the BID. Your building falls within the Sunset & Vine Business Improvement District (we also manage the Hollywood Entertainment District).

Here is our website – which captures what is going on here, and also has portals to both BIDs.  
<http://onlyinhollywood.org/>

Also, we are very busy preparing for a music and arts festival that we are promoting in early November – and it would be great to share this with your members. Everything will be walkable from your building.  
<http://onlyinhollywood.org/festival/>

Though we are pretty consumed with getting this event ready to launch, we are only a block away from your office, so could probably come over for a 45 minute tour and initial chat in the next couple weeks.

Let me know; looking forward to it.

Kerry Morrison

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**KERRY MORRISON**  
*Executive Director*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [kerry@hollywoodbid.org](mailto:kerry@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

**From:** Phillips, Lauren [<mailto:lphillips@kilroyrealty.com>]  
**Sent:** Tuesday, October 20, 2015 10:47 AM  
**To:** Kevin Stuessi <[kevin@neuehouse.com](mailto:kevin@neuehouse.com)>; Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>  
**Cc:** Garza, Josh <[jgarza@kilroyrealty.com](mailto:jgarza@kilroyrealty.com)>; Phillips, Lauren <[lphillips@kilroyrealty.com](mailto:lphillips@kilroyrealty.com)>; Estelle LaCroix <[estelle@neuehouse.com](mailto:estelle@neuehouse.com)>  
**Subject:** FW: Mutually Beneficial Introduction

Kerry, thanks for the call yesterday. I would like to introduce you to our newest tenant at Columbia Square, Neuehouse.

Kevin and Kerry please meet each other by email...

Kerry is the executive director for the BID that supports the area around Neuehouse in Hollywood.

**Kevin is the Chief Development Officer for Neuehouse and very involved in bringing Neuehouse online in Hollywood.**

I thought it would be a smart idea for Kevin and his team to meet with your team so they understand what a BID does and how you can help them maneuver the clean and safe services in the area and how you can work best together.

Perhaps an informal meeting at Neuehouse? I would like to include our Josh Garza the property management in that meeting. He will have other items on his agenda so perhaps they can meet before or after  
Please include me in the meeting but I'm not required to make it happen.

Thanks all,

**Lauren Phillips**

Director

Construction Services

Kilroy Realty Corporation

12200 West Olympic Blvd., Ste 200

Los Angeles, CA 90064

[lphillips@kilroyrealty.com](mailto:lphillips@kilroyrealty.com)

310-481-6556 fax

310-962-0310 mobile

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**From:** Kerry Morrison [mailto:[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)]

**Sent:** Monday, October 19, 2015 2:15 PM

**To:** Miguel Vargas

**Cc:** Phillips, Lauren

**Subject:** RE: Mutually Beneficial Introduction

Hi Lauren, nice to make your acquaintance. Columbia Square/ Kilroy is a member of Sunset & Vine BID. How are you affiliated?

Kerry

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**KERRY MORRISON**

*Executive Director*

[ Hollywood Property Owners Alliance ]

1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028

323.463.6767 | [kerry@hollywoodbid.org](mailto:kerry@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

---

**From:** Miguel Vargas [mailto:[miguel@artsdistrictla.org](mailto:miguel@artsdistrictla.org)]

**Sent:** Monday, October 19, 2015 10:46 AM

**To:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>

**Cc:** Phillips, Lauren <[lphillips@kilroyrealty.com](mailto:lphillips@kilroyrealty.com)>

**Subject:** Mutually Beneficial Introduction

Hi Kerry,

This is Miguel from the Arts District BID, I hope all is well. I'm reaching out today because I wanted to connect you with one of our Board Members, Lauren Phillips. In addition to being an active Arts District stakeholder, Lauren is also quite committed to improving Hollywood. One of the projects Lauren is closely involved with is the Columbia Square project, which is being developed by Kilroy Realty. Lauren is copied on this email.

Thank You,

--  
**Miguel Vargas**

Executive Director

Arts District Los Angeles B.I.D.



24 HR HOTLINE (213) 327-0979

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## **Joseph Mariani**

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**From:** Steve S. <sseyler@andrewsinternational.com>  
**Sent:** Monday, November 16, 2015 8:53 AM  
**To:** Joseph Mariani  
**Subject:** Windy morning

We are clear from the dangling metal scene. The DOT is shutting down pedestrian and west bound traffic from Cahuenga to Wilcox until the property management arrives to make repairs.

## **Joseph Mariani**

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**From:** sseyler@andrewsinternational.com  
**Sent:** Monday, November 16, 2015 11:05 AM  
**To:** Kerry Morrison  
**Cc:** Joseph Mariani  
**Subject:** Re: Security Training

Just say when. Anytime works for me.  
Sent via BlackBerry by AT&T

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**From:** Kerry Morrison <Kerry@hollywoodbid.org>  
**Date:** Mon, 16 Nov 2015 18:52:19 +0000  
**To:** sseyler@andrewsinternational.com<sseyler@andrewsinternational.com>  
**Cc:** Joseph Mariani<joe@hollywoodbid.org>  
**Subject:** Security Training

Steve, I'm thinking a good day for our security training might be after Thanksgiving. Just don't see when it will happen before with my travel schedule

Kerry

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**KERRY MORRISON**  
*Executive Director*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [kerry@hollywoodbid.org](mailto:kerry@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## **Joseph Mariani**

---

**From:** sseyler@andrewsinternational.com  
**Sent:** Tuesday, November 17, 2015 10:11 AM  
**To:** Joseph Mariani  
**Subject:** Fw: 1600 Vine 11.15.15 DAR

Hi. Is this on your radar screen?  
Sent via BlackBerry by AT&T

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**From:** Tom Meredith <TMeredith@legacypartners.com>  
**Date:** Tue, 17 Nov 2015 17:59:30 +0000  
**To:** JOSEPH EUBANK<35344@lapd.lacity.org>  
**Cc:** sseyler@andrewsinternational.com<sseyler@andrewsinternational.com>;  
Karl@alliedprotect.com<Karl@alliedprotect.com>; Paul Vargas<pvargas@alliedprotect.com>; Timothy  
LaBrier<TLaBrier@legacypartners.com>; Shaylon Mitchell<SMitchell@legacypartners.com>  
**Subject:** RE: 1600 Vine 11.15.15 DAR

Hi Joe,

I was hoping to review during the 2:00 p.m. meeting proposed for tomorrow here at 1600 VINE.

Does that still work for everyone's schedule?

Thanks,

Thomas Meredith  
Senior Business Manager  
1600 Vine Apartment Homes  
[www.1600Vine.com](http://www.1600Vine.com)

1600 Vine Street  
Hollywood, CA 90028

T: 323.462.0400  
F: 323.462.0401  
Email: [TMeredith@LegacyPartners.com](mailto:TMeredith@LegacyPartners.com)

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---

**From:** JOSEPH EUBANK [mailto:[35344@lapd.lacity.org](mailto:35344@lapd.lacity.org)]  
**Sent:** Tuesday, November 17, 2015 9:18 AM  
**To:** Tom Meredith <TMeredith@legacypartners.com>  
**Subject:** RE: 1600 Vine 11.15.15 DAR

Tom,

When this week can we get together to discuss this issue further?

Joe

Senior Lead Officer Joseph Eubank  
Hollywood Area  
Los Angeles Police Department  
213 793-0705

>>> Tom Meredith <[TMeredith@legacypartners.com](mailto:TMeredith@legacypartners.com)> 11/16/2015 12:27 PM >>>

Good afternoon TEAM 1600:

It sounds like we have a dangerous, and definitely defiant, attitude being displayed from this group of repetitive trespassers; so an arrest is needed to ensure the safety, and comfort, of our residents here at 1600 VINE in their private home.

We cannot become known as a soft target here in Hollywood.

#### Incident Report – Trespassers

15 November 2015

Hannah White

At 1820 I received a phone call from Angelina Nawojczyk in apartment #907. Ms. Nawojczyk called to report four subjects that had gained access to 1600 Vine through the Selma lobby by following her. There are four subjects.

Per Ms. Nawojczyk, the four individuals were loitering outside when she approached the entrance to 1600 Vine. The subjects tried to greet her but she chose to not respond, when this happened one of the subjects began to rap “I’m going to get that [profanity] deported.” The resident explained to me that the statement was indirectly spoken to her and it scared her. She continued to enter the locked lobby with her key fob and the four subjects followed her by grabbing the door before it closed and following her into the Selma lobby. They walked up to the elevator and she chose to stand back and wait until the next elevator because the four subjects scared her, she stated. The doors closed and then opened again because the subjects are not residents and do not have the access code. They then asked her if she was going to get in the elevator and she claims she felt pressured to do so. Ms. Nawojczyk used her fob to gain access to the 9<sup>th</sup> floor and the individuals pressed the button for the 6<sup>th</sup> floor quickly. The four subjects exited on the 6<sup>th</sup> floor and Ms. Nawojczyk called us when she arrived at her apartment.

I immediately dispatched CPO Stefan and CPO Brandon to the 6<sup>th</sup> floor; I remembered that there was an incident yesterday with subjects that matched the description I received from Ms. Nawojczyk. I was told that the subjects were irate yesterday so I chose to dispatch two CPO's just in case that was the case today as well.

At 1830 CPO Brandon reported that he and Stefan had made contact with the four subjects. Brandon confirms that the three black males were the same trespassers that he responded to yesterday (11/14/15) and the Hispanic male was an addition to the incident yesterday. The subjects were irate, yelling profanity and asking why they are being kicked out again. The subjects began walking towards the elevators. The CPOs did not walk into the elevators due to the subjects' extreme agitation. The door closed before they could be buzzed to the first floor and CPO Stefan reports that the elevator went up to floors 7-11. At this time I contacted LAPD due to the fact that the subjects are repeat trespassers presenting with an extremely agitated mannerism towards CPO Stefan and CPO Brandon. CPO Stefan and CPO Brandon split up in attempt to locate the four male subjects starting at the 11<sup>th</sup> floor, making their way down. They ended at the 6<sup>th</sup> floor with no successful location of the subjects.

At 1925 LAPD arrives on scene and is escorted to MCL by CPO Stefan, I give report to Officers Skerock (#90928) and Castaneda (#38035). SS Paul arrives to meet LAPD at 1935. Officers, SS Paul and CPO Stefan patrol 11<sup>th</sup> floor and roof access with LAPD, all was clear. At 20:00 LAPD clears scene. LAPD incident #3536.

- Black male, approx.. 6'1" with facial tattoos, all grey athletic clothing with dread locks.
- Black male wearing a white baseball cap, teal hoodie and black pants with tattoo of a cross on forehead.
- 5'5" black male wearing long sleeve tan shirt, with a tattoo or scar above eye.
- Heavy set Hispanic male, approx.. 6'0" with yellow baseball cap, black hoodie, white t-shirt and grey pants.
- All of the subjects are described to be in their 20's.



Hanna White

Allied Protect / Doorman

1600 Vine

Thanks,

Thomas Meredith  
Senior Business Manager  
1600 Vine Apartment Homes  
[www.1600Vine.com](http://www.1600Vine.com)

1600 Vine Street  
Hollywood, CA 90028

T: 323.462.0400  
F: 323.462.0401  
Email: [TMeredith@LegacyPartners.com](mailto:TMeredith@LegacyPartners.com)

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---

**From:** [ashley@alliedprotect.com](mailto:ashley@alliedprotect.com) [mailto:[ashley@alliedprotect.com](mailto:ashley@alliedprotect.com)]  
**Sent:** Monday, November 16, 2015 10:59 AM  
**To:** Jorge Argueta <[JArgueta@legacypartners.com](mailto:JArgueta@legacypartners.com)>; Justiniano Andasol <[JAndasol@legacypartners.com](mailto:JAndasol@legacypartners.com)>; Nelson Bennett <[NBennett@legacypartners.com](mailto:NBennett@legacypartners.com)>; Shaylon Mitchell <[SMitchell@legacypartners.com](mailto:SMitchell@legacypartners.com)>; Timothy LaBrier <[TLaBrier@legacypartners.com](mailto:TLaBrier@legacypartners.com)>; Tom Meredith <[TMeredith@legacypartners.com](mailto:TMeredith@legacypartners.com)>  
**Cc:** [Karl@alliedprotect.com](mailto:Karl@alliedprotect.com); 'Hector Alvarado' <[halvarado@alliedprotect.com](mailto:halvarado@alliedprotect.com)>; [ajacobs@alliedprotect.com](mailto:ajacobs@alliedprotect.com); 'Paul Vargas' <[pvargas@alliedprotect.com](mailto:pvargas@alliedprotect.com)>  
**Subject:** 1600 Vine 11.15.15 DAR

Good morning,

Attached are the reports from yesterday along with two incident reports concerning LAPD and LAFD. LAPD was onsite around 630pm in regards to 4 male trespassers that entered the property after a female resident. Trespassers were removed from the property the previous day.

LAFD was onsite later in the evening in regards to the alarm sounding on the 3<sup>rd</sup> floor. After further inspection it was noted resident from unit 355 burned a pizza which set off the alarm. Tim reset all panels and everything was considered code 4.

Please let me know if there is anything else we can assist you with.

Sincerely,  
Ashley Imperial



**ALLIED**  
**Consulting & Security Services** | ASHLEY IMPERIAL office coordinator | 27943 Seco Canyon, Rd # 213 Saugus, CA 91350 | Office: 818-945-7233 | Fax: 661-250-6174 | E-mail: [Ashley@alliedprotect.com](mailto:Ashley@alliedprotect.com) | PPO# 16770

## **Joseph Mariani**

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**From:** Joseph Mariani  
**Sent:** Wednesday, February 10, 2016 11:54 AM  
**To:** 'Bill Farrar'  
**Subject:** RE: Presentation

Hi Bill,

I would suggest making 25 copies. I will see if there is a way to put these in slides, although converting them may take some time. I'll see what I can do.

---

**From:** Bill Farrar [mailto:[bfarrar@andrewsinternational.com](mailto:bfarrar@andrewsinternational.com)]  
**Sent:** Tuesday, February 09, 2016 1:51 PM  
**To:** Joseph Mariani <[joe@hollywoodbid.org](mailto:joe@hollywoodbid.org)>  
**Subject:** Presentation

Joe:

Here are the items for presentation for tomorrow and next week. We can either present them on Power Point and / or handouts. The choice is yours, just let me know.

For handouts, how many will we need or is this something that your staff will print?

Bill



Bill Farrar | Vice President  
Media, Entertainment & Special Armed Services  
Andrews International  
455 N. Moss St., Burbank, Ca. 91502  
o: 661-310-1825 c: 818-822-2935 f: 661-310-1861  
[bfarrar@andrewsinternational.com](mailto:bfarrar@andrewsinternational.com) | [www.andrewsinternational.com](http://www.andrewsinternational.com)

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## **Joseph Mariani**

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**From:** sseyler@andrewsinternational.com  
**Sent:** Tuesday, November 17, 2015 1:16 PM  
**To:** Joseph Mariani  
**Subject:** Re: Annual Reports

Checking the numbers  
Sent via BlackBerry by AT&T

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**From:** Joseph Mariani <joe@hollywoodbid.org>  
**Date:** Tue, 17 Nov 2015 20:35:03 +0000  
**To:** sseyler@andrewsinternational.com<sseyler@andrewsinternational.com>  
**Cc:** Kerry Morrison<Kerry@hollywoodbid.org>  
**Subject:** Annual Reports

Hi Steve,

I am finishing up annual reports for both BIDs. Can you please confirm the stats below are correct:

Sunset and Vine:

- Average patrol of 224 hours per week, by officers and sergeants, Monday through Saturday. An additional 40 hours per week are attributed to management staff.
- On Sunday, two officers patrol the district.
- The deployment schedule is always subject to change at the discretion of the Security Committee.

Hollywood:

The security program funds three services: (1) security patrols, (2) video surveillance cameras, and (3) homeless services outreach. The security vendor is Andrews International Security. The Security Committee sought competitive bids for this contract in early 2013. Andrews International was chosen to provide services again, through 2018.

The contract calls for the following:

- Average patrol of 400 hours per week for armed officers plus sergeants; 112 hours for public safety officers (unarmed), and 79.2 hours for the Director, Assistant Director, and Dispatcher.
- This accommodates seven armed officers on Monday through Wednesday; eight officers a day Thursday through Saturday, and six armed officers on Sunday. Additionally two public safety officers are deployed in the District 8 hours a day, seven days a week.
- This core scheduling will leave approximately \$25,000 to 30,000 in discretionary patrol funds that would be used to fund special projects and patrols, including a special night-time patrol.
- The deployment schedule is always subject to change at the discretion of the Security Committee.

**JOSEPH MARIANI**  
*Associate Executive Director*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [joe@hollywoodbid.org](mailto:joe@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## **Joseph Mariani**

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**From:** Mike Harkins <MHarkins@cimgroup.com>  
**Sent:** Friday, November 20, 2015 8:18 AM  
**To:** Steve S.; Kerry Morrison; Joseph Mariani  
**Subject:** RE: H+H Metro Station

This is a Metro issue and their property...LASD could help them push for it.

Mike

**From:** Steve S. [mailto:sseyler@andrewsinternational.com]  
**Sent:** Friday, November 20, 2015 8:15 AM  
**To:** Kerry Morrison; Joseph Mariani; Mike Harkins  
**Subject:** H+H Metro Station

Hi. The LAPD Foot beat officers are complaining about people loitering at the top of the escalators. They were wondering if we could put up no trespassing signs. Would the Metro and or CIM need to be involved?

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## **Joseph Mariani**

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**From:** Steve S. <[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)>  
**Sent:** Monday, November 23, 2015 1:54 PM  
**To:** Kerry Morrison  
**Cc:** Joseph Mariani  
**Subject:** Re: Budget for end of year

Hi. Kerry we discussed this situation at some length, but the conversation must have gotten lost in this incredibly busy and contentious year. My recollection is that you said this was not a problem and that you would inform the board.

We got hit with several issues this year. In past years we have always come in under budget by large amounts (\$30,000.00 or more). In fact you pointed this out when you said this would not be an issue for the board. This year you asked me to use the entire budget. We added the dispatcher on 4-27-15 and took that into account with our budgeting.

On 7-26-15, we added the 6:00 A.M. patrol on Sunday. This has cost \$14,676.48 to date. We still managed to stay very close to on budget.

In April of this year our company changed from billing Monday through Sunday and now bills Friday through Thursday. As a result we will end up with 53 invoices this year although one is for only \$21,110.00 as it was not a full week. In past years we ended up with a few days of December that were rolled into the next year. This year the last invoice is a full week and you said you wanted it included in the 2015 budget. I was tracking the budget based on 52 invoices as usual and missed the ramifications of the billing change. This was my error which was compounded by all of the above. We had little margin for error this year.

The \$15,000 overage was a worst case scenario and I have already shaved almost \$4,000.00 from that total. I will do my best to reduce it further. Please let me know if you need further information.

On Mon, Nov 23, 2015 at 12:18 PM, Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)> wrote:

Steve, Joe reported at the board meeting last week that our security patrol budget might be \$15,000 in the red at year end. I was surprised to hear that – as I thought we could taper down and keep this in line by year end.

Though dispatch was mentioned as a possible reason, I'm attaching the memo from earlier this year when we said we could stay in budget. We need to discuss what is going on here, and hone in on the appropriate variance and the reasons therefore.

Kerry

**KERRY MORRISON**

*Executive Director*

[ Hollywood Property Owners Alliance ]

1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028

323.463.6767 | kerry@hollywoodbid.org | onlyinhollywood.org

## **Joseph Mariani**

---

**From:** Steve S. <[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)>  
**Sent:** Tuesday, November 24, 2015 3:26 PM  
**To:** Joseph Mariani  
**Subject:** Fwd: MANDATORY Star Wars Public Safety/Planning Meeting -- Monday 11/30, 1:30 PM

FYI

----- Forwarded message -----

**From:** PETER ZARCONC [peter.zarcone@lapd.lacity.org](mailto:peter.zarcone@lapd.lacity.org)  
**Date:** Tue, Nov 24, 2015 at 2:58 PM  
**Subject:** Re: MANDATORY Star Wars Public Safety/Planning Meeting -- Monday 11/30, 1:30 PM  
**To:** [daniel.halden@lacity.org](mailto:daniel.halden@lacity.org)  
**Cc:** [jsalazar@andrewsinternational.com](mailto:jsalazar@andrewsinternational.com), [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com), [alwyn@chinesetheatres.com](mailto:alwyn@chinesetheatres.com), [matt@chinesetheatres.com](mailto:matt@chinesetheatres.com), [jstmarie@cimgroup.com](mailto:jstmarie@cimgroup.com), [KHagen@cimgroup.com](mailto:KHagen@cimgroup.com), [MHarkins@cimgroup.com](mailto>MHarkins@cimgroup.com), [andrea.cunningham@disney.com](mailto:andrea.cunningham@disney.com), [Ed.Collins@disney.com](mailto:Ed.Collins@disney.com), [murphy@dolbytheatre.com](mailto:murphy@dolbytheatre.com), [aram.sahakian@lacity.org](mailto:aram.sahakian@lacity.org), [charles.butler@lacity.org](mailto:charles.butler@lacity.org), [craig.white@lacity.org](mailto:craig.white@lacity.org), [dean.zipberman@lacity.org](mailto:dean.zipberman@lacity.org), [eric.maya@lacity.org](mailto:eric.maya@lacity.org), [garth.romero@lacity.org](mailto:garth.romero@lacity.org), [joseph.castro@lacity.org](mailto:joseph.castro@lacity.org), [marisol.rodriguez@lacity.org](mailto:marisol.rodriguez@lacity.org), [melinda.contreras@lacity.org](mailto:melinda.contreras@lacity.org), [patrick.butler@lacity.org](mailto:patrick.butler@lacity.org), [rc.smith@lacity.org](mailto:rc.smith@lacity.org), LAMONT JERRETT [<26224@lapd.lacity.org>](mailto:<26224@lapd.lacity.org>), BENEDICT FERNANDES [<34273@lapd.lacity.org>](mailto:<34273@lapd.lacity.org>), ARMAND CARRANZA [<armand.carranza@lapd.lacity.org>](mailto:<armand.carranza@lapd.lacity.org>), EDWARD PAPE [<edward.pape@lapd.lacity.org>](mailto:<edward.pape@lapd.lacity.org>), LETICIA MIRELES [<G9072@lapd.lacity.org>](mailto:<G9072@lapd.lacity.org>), PETER ZARCONC [peter.zarcone@lapd.lacity.org](mailto:peter.zarcone@lapd.lacity.org)

Thanks to Dan for getting out the word! This meeting will be the LAPD/ LAFD planning meeting. Hope to see you there

Peter A. Zarcone, Captain  
Commanding Officer  
Hollywood Area

On Nov 24, 2015, at 1:34 PM, Dan Halden <[daniel.halden@lacity.org](mailto:daniel.halden@lacity.org)> wrote:

Hi everyone,

Please forgive the mass email and the "CAPS LOCK" in the subject line.

Due to the large number of people expected in Hollywood in advance of the *Star Wars* premiere, as well as the multiple agencies and venues involved in the event, we are requesting your participation in a mandatory public safety/planning meeting on **Monday, November 30th at 1:30 PM.**

The meeting will be held at **Hollywood City Hall, 6501 Fountain Avenue, in the large community room.**

The Council Office is requesting the following agencies/venues be present:

- LAPD Hollywood Division
- LAPD West Traffic
- LAFD

- LADOT (emergency management/special ops)
- LADOT Parking Enforcement
- BID Security
- Disney
- El Capitan Theatre
- TCL Chinese Theatre
- Hollywood & Highland Center
- Dolby Theatre

The agenda will be to make sure ALL pertinent agencies and stakeholders are on the same page for the logistics of this event, and to ensure coordination for public safety purposes.

I will be sending a calendar invite shortly. Please let me know if you have any questions. Thanks to all of you for what you do.

Happy Thanksgiving,



**Dan Halden**

Hollywood Field Deputy

Office of Councilmember Mitch O'Farrell

1722 Sunset Boulevard, Los Angeles, CA 90026

(213) 207-3015 | [www.cd13.com](http://www.cd13.com)

Find the Councilmember on:

## **Joseph Mariani**

---

**From:** Steve S. <sseyler@andrewsinternational.com>  
**Sent:** Monday, November 30, 2015 9:09 AM  
**To:** Kerry Morrison; Joseph Mariani; Joseph Salazar  
**Subject:** Homeless Count 11-27-15

On 10-30-15, we counted 134 people sleeping outdoors in the SBID. On 11-27-15 we counted 108 people. That's 26 less people. On 1-30-15, we counted 130 people in the SBID.

On 10-30-15, we counted 137 people sleeping outdoors in the HBID. On 11-27-15, we counted 123 which is 14 less people. On 1-30-15, we counted 119 people in the HBID.

## **Joseph Mariani**

---

**From:** sseyler@andrewsinternational.com  
**Sent:** Tuesday, December 01, 2015 8:58 AM  
**To:** Kerry Morrison; Joseph Mariani; Joe Salazar  
**Subject:** Re: Homeless Count 11-27-15

Hi. Are we going to do our staff security training next week?  
Sent via BlackBerry by AT&T

---

**From:** Kerry Morrison <Kerry@hollywoodbid.org>  
**Date:** Tue, 1 Dec 2015 15:08:59 +0000  
**To:** Joseph Mariani<joe@hollywoodbid.org>; Steve S<sseyler@andrewsinternational.com>; Joseph Salazar<jsalazar@andrewsinternational.com>  
**Subject:** RE: Homeless Count 11-27-15

Encouraging...be interesting to see how this compares to last Nov.

---

**From:** Joseph Mariani  
**Sent:** Monday, November 30, 2015 2:41 PM  
**To:** Steve S. <sseyler@andrewsinternational.com>; Kerry Morrison <Kerry@hollywoodbid.org>; Joseph Salazar <jsalazar@andrewsinternational.com>  
**Subject:** RE: Homeless Count 11-27-15

As always thanks for this Steve. Very helpful!

---

**From:** Steve S. [mailto:[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)]  
**Sent:** Monday, November 30, 2015 9:09 AM  
**To:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>; Joseph Mariani <[joe@hollywoodbid.org](mailto:joe@hollywoodbid.org)>; Joseph Salazar <[jsalazar@andrewsinternational.com](mailto:jsalazar@andrewsinternational.com)>  
**Subject:** Homeless Count 11-27-15

On 10-30-15, we counted 134 people sleeping outdoors in the SBID. On 11-27-15 we counted 108 people. That's 26 less people. On 1-30-15, we counted 130 people in the SBID.

On 10-30-15, we counted 137 people sleeping outdoors in the HBID. On 11-27-15, we counted 123 which is 14 less people. On 1-30-15, we counted 119 people in the HBID.

## **Joseph Mariani**

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**From:** sseyler@andrewsinternational.com  
**Sent:** Tuesday, December 01, 2015 11:01 AM  
**To:** Matthew Severson  
**Cc:** Joseph Mariani  
**Subject:** Re: EaCa Alley Vandal

The property owner or representative would have to make any report.  
Sent via BlackBerry by AT&T

-----Original Message-----

From: Matthew Severson <Matthew@hollywoodbid.org>  
Date: Tue, 1 Dec 2015 18:09:01  
To: Stephen Seyler<sseyler@andrewsinternational.com>  
Cc: Joseph Mariani<joe@hollywoodbid.org>  
Subject: EaCa Alley Vandal

Hi Steve,

Our maintenance crew found this damage to EaCa at around 8 am this morning and have since cleaned it up. As you can see from the photo, a few planters were destroyed including some heaters. I am not sure if anything else was damaged. How do you suggest we handle this? I suspect this could warrant a police report. At minimum, the property owner needs to be informed (they've yet to see the damage). We aren't totally sure whose property was destroyed.

## **Joseph Mariani**

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**From:** Mark Stephenson <mstephenson@hollywoodumc.org>  
**Sent:** Tuesday, December 01, 2015 3:24 PM  
**To:** 'Steve S.'; Kerry Morrison; Joseph Mariani  
**Subject:** RE: follow-up to request

Thanks, Steve. Whatever you can do and whenever is awesome!

Kerry & Joseph -- I have noticed a MARKED increase in the crazy by the church as of late. We had the incident with one guy showing a gun, then another with a guy pulling a knife,... In November, it seems "testy" is the descriptive word with the homeless in general. For the majority of those receiving services, they are polite, but then it's the few that are off the rails. That's why I contacted Steve to see if he could drop by or have another patrol officer provide presence. It seems when the BID patrol is around, some of the intensity of emotions lowers. But today, as you can see in my email, we were dealing with a couple of disturbed individuals. In fact, this morning, I saw a guy screaming and throwing items at passing vehicles. I almost took a photo to forward to you. This is before and after the field Sgt came by.

Thoughts?

---

**From:** Steve S. [mailto:sseyler@andrewsinternational.com]  
**Sent:** Tuesday, December 01, 2015 2:57 PM  
**To:** Mark Stephenson; Kerry Morrison; Joseph Mariani  
**Subject:** Re: follow-up to request

Hi Mark. I came by on 11-24-15 and stayed for about 20 minutes. My field Sgt. came today, but could not stay as we were pretty busy. As far as us staying at the location, that is a conversation you should probably have with Kerry. We don't really have enough manpower for that and my instructions are that we are not really allowed to provide that type of service for any given location. That being said, we will continue to come by as much as possible and you can certainly call if you have an incident like the one you described here.

On Tue, Dec 1, 2015 at 2:17 PM, Mark Stephenson <mstephenson@hollywoodumc.org> wrote:

Hi, Steve. Hope you had a restful, enjoyable Thanksgiving.

Want to follow-up on our discussion about a BID patrol officer presence on Tuesday's during our homeless ministry program. First, thank you for having a BID patrol officer dropping by. VERY helpful. However, it would be even more helpful if the BID patrol officer could stay for a bit. For example, today, the officer walked by but didn't stay (and didn't say hello or introduce himself). And today was CRAZY day. I heard so much screaming from one man downstairs (and my office is on the second floor AWAY from the entrance) that I had to directly deal with the situation. It was an extremely tense moment but I was able to calm him down enough to leave. And then later, we had yet another person going off. I guess it was so bad in the general Hollywood area that LAPD even came by. Twice.

I don't know if it is feasible for a BID patrol officer to be here from 9:45 to 10:15 or from 10 to 10:30, but having them onsite for 30 minutes would be immensely helpful.

Let me know. Whatever you and your crew can do is MUCH appreciated. Thank you!

**Mark Stephenson, Business Administrator**

**Hollywood UMC**

**6817 Franklin Ave, Hollywood, CA 90028**

**323-874-2104 ext 202**

***One Church, Two Campuses: Hollywood and North (Toluca Lake)***

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## **Joseph Mariani**

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**From:** Steve S. <sseyle@andrewsinternational.com>  
**Sent:** Tuesday, December 08, 2015 3:36 PM  
**To:** Kerry Morrison; Joseph Mariani  
**Subject:** 12-17-15

BID Potluck briefing. NO HUMMUS!!! Good day for briefing if you are available. Staff welcome.

## **Joseph Mariani**

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**From:** Kerry Morrison  
**Sent:** Monday, December 14, 2015 4:14 PM  
**To:** Lorin Lappin; Joseph Mariani; Devin Strecker; Matthew Severson;  
**Subject:** sseyler@andrewsinternational.com  
Secret Santa this Friday

Hi friends,

Just a reminder that Lorin has made a reservation for us on Friday at Engine Co. 28 downtown at 1 p.m.

For our Secret Santa, Lorin, can you have each of us draw names. We thought the gift this year, which should not exceed \$15.00, should be something your colleague would find useful in our new office (or in Steve's office, for that matter).

Have fun.

Kerry

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**KERRY MORRISON**

*Executive Director*

[ Hollywood Property Owners Alliance ]

1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028

323.463.6767 | [kerry@hollywoodbid.org](mailto:kerry@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## **Joseph Mariani**

---

**From:** Kerry Morrison  
**Sent:** Monday, December 21, 2015 3:38 PM  
**To:** sseyler@andrewsinternational.com; Joseph Salazar; Joseph Mariani  
**Subject:** Notes from today's lunch meeting

Gentlemen, thank you for lunch today.

Just keeping a recap of what we talked about today for next year's planning. Several of these ideas will be good for us to discuss at the first Security Committee meeting of the year on January 13. I will also brief the two chairs as well. Thank you for your service and leadership of our team. I know this has been a tough year, for a number of reasons, but the two of you have kept morale high amongst our team, communicated our priorities faithfully and been incredibly responsive on special problem solving challenges.

1. Policy. To avoid "mission creep" and stay focused upon the core purpose of the BID security patrol, draft a policy statement which guides the purpose of the BID patrol and outlines the areas and activities that are not appropriate for their ongoing involvement. Allow the Security Committee and ultimately the boards to weigh in on any expansion or core responsibilities.
2. Harden the target/crime prevention. Because there are a number of areas controlled by private property owners in the BID which serve as a magnet for problems, let's work collaboratively to bring the property and business owners together with staff and BID Security in order to determine what steps an owner can take to improve safety for their customers/residents/pedestrians.
3. Board member ride-alongs. Encourage board members for the Hollywood Entertainment District (primarily) to participate in an early morning/late in the month ride along with BID Patrol to understand the scope of the job and learn about the limitations faced by private security officers.
4. Engage with other BID Operations staff. Encourage Joe and Steve to meet with the operations directors of other BIDs, most notably Fashion District and DCBID to share information about best practices.
5. Problem-solving with respect to homeless population. Focus our resources on special needs in our resident homeless population – e.g., Top 14, most vulnerable, etc.
6. Trend analysis and data capture. Continue the good work of gathering data which helps us to identify trends and document what is happening with respect to crime stats, drug offenses, recent homeless arrivals, encampments, other issues. The excellent work re/ capturing the case studies for the Top 14 has helped to move at least five individuals into full time treatment and care.
7. Increase visibility. The goal for 2016 is to make our security presence more visible – there is no quota for private persons arrests or referrals. Given the concerns expressed in the neighborhood in the past year, we want people to see our BID patrol in action. This will apply to both PSO's and security officers.

With appreciation,  
Kerry

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**KERRY MORRISON**  
*Executive Director*

[ Hollywood Property Owners Alliance ]  
6562 Hollywood Blvd | Los Angeles, CA 90028  
323.960-7590 | [kerry@hollywoodbid.org](mailto:kerry@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## **Joseph Mariani**

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**From:** serena chang <serenachang@hotmail.com>  
**Sent:** Friday, December 04, 2015 12:27 AM  
**To:** Kerry Morrison; jeblea@sbcglobal.net  
**Cc:** Fred Rosenthal; john.tronson@avisonyoung.com; sseyler@andrewsinternational.com; Joseph Mariani  
**Subject:** RE: Vine Street problem solving  
**Attachments:** IMG\_1135.jpg; IMG\_1136.jpg

Hi Kerry,

Thank you so much for keeping us in the loop, and we will report the situation in our neighborhood to you. I also noticed some SSA lights on Banner Ave. have not been functioning for awhile. We had encampments few months back and they seemed to enjoy the darkness on Banner Ave. by SSA. The first two wall lights by the front door, and the first high light by their parking gate. Maybe SSA is not aware that three of their lights are not working, could you let SSA know about it and encourage them to fix it soon to prevent the return of the encampments?

Thank you again for all of your help.

Best Wishes,  
Serena

---

**From:** Kerry@hollywoodbid.org  
**To:** jeblea@sbcglobal.net; serenachang@hotmail.com  
**CC:** fredr@ametron.com; john.tronson@avisonyoung.com; sseyler@andrewsinternational.com; joe@hollywoodbid.org  
**Subject:** Vine Street problem solving  
**Date:** Fri, 4 Dec 2015 03:12:59 +0000

Hi Joseph and Serena,

Just wanted to let you know that I haven't forgotten about you, or the issues you raised at our BID Security Meeting on November 11.

I am working to organize a meeting of the property owners and their tenants between Goodwill and the Social Security Admin – hopefully before Christmas. It's a little tedious to get to the store managers or regional managers, but I'm making headway. I want to have everyone in the room so we make this a collaborative effort.

Between now and then (and I will invite you) it will be helpful for you to document what you see – and what the patterns are. For example, I spoke with the property owner who has the Dollar Tree and Goodwill as tenants; she knows that there is a constant problem with trash in their parking lot – but notices that one block north, where the Office Depot is, there is no problem. What causes the difference between the two parking lots? People dropping off for Goodwill, or the encampments? You will notice things that the businesses won't – because you are there at night. This could be helpful for all of us.

When I drove home along Vine Street a couple weeks ago, I noticed this at SSA. Sent these photos to the property owner. Clearly there is a need to remove that ledge and reduce the loitering.

I am confident we can work together to make things safer – and wanted to keep you in the loop on this. I'll let you know when I settle on a date.

Kerry

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**KERRY MORRISON**  
*Executive Director*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [kerry@hollywoodbid.org](mailto:kerry@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## Matthew Severson

---

**From:** Matthew Severson  
**Sent:** Wednesday, April 08, 2015 11:47 AM  
**To:** "Steve Seyler" ([sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com))  
**Subject:** FW: 6608 Hollywood Blvd - Trespass Authorization  
**Attachments:** KRESSTresspassingforms.pdf

Hi Steve,

Please see attached Trespass Authorization forms for 6608 Hollywood Blvd.

Best regards,

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 414  
Hollywood, CA 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

---

**From:** Irene Richter [<mailto:irene@drluke.com>]  
**Sent:** Wednesday, April 08, 2015 11:06 AM  
**To:** Matthew Severson  
**Subject:** Re: 6608 Hollywood Blvd - Trespass Authorization

Docs attached

thanks

---

**From:** Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>  
**Date:** Thursday, April 2, 2015 10:11 AM  
**To:** Registered User <[irene@drluke.com](mailto:irene@drluke.com)>  
**Subject:** RE: 6608 Hollywood Blvd - Trespass Authorization

Hi Irene,

It is a pleasure to make the virtual introduction. Might you be able to assist me with completing the attached Trespass Authorization Forms for 6608 Hollywood Blvd? See correspondence below.

I am with the Hollywood Entertainment District, which your property falls within. We provide services for the neighborhood including maintenance and security.

Best regards,

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 414

Hollywood, CA 90028

D: (323) 463-4728

P: (323) 463-6767

F: (323) 463-4229

---

**From:** George Pickering [<mailto:gpickering@charlesdunn.com>]

**Sent:** Thursday, April 02, 2015 8:08 AM

**To:** Matthew Severson; Irene Richter

**Cc:** Savada Khygani; Jerry Wang

**Subject:** FW: 6608 Hollywood Blvd - Trespass Authorization

**Importance:** High

Hi Matthew,

Unfortunately, as of April 1<sup>st</sup>, Charles Dunn is no longer involved in managing the property. I have included Irene Richter in this reply. Please coordinate with her in regards this matter on behalf of ownership.

Regards,

**George Pickering**

**Charles Dunn Real Estate Services, Inc.**

T (213) 683-0500 | D (213) 534-3211 | F (213) 683-1551 | L #01201667

800 West 6<sup>th</sup> Street, Suite 600, Los Angeles, CA 90017



*Real estate service excellence through knowledge, dedication and teamwork*

**From:** Matthew Severson [<mailto:Matthew@hollywoodbid.org>]

**Sent:** Wednesday, April 01, 2015 4:20 PM

**To:** George Pickering

**Subject:** 6608 Hollywood Blvd - Trespass Authorization

**Importance:** High

Hi George,

I hope you are doing well! I am the new Operations Coordinator over at the Hollywood Property Owners Alliance. I am in the process of updating our Trespass Authorization Forms, which need to be submitted by each property within the BID, annually. This form gives our security team (and LAPD) the authorization to act on your behalf if a trespass is reported. This form is only good for 2015, so we want to make sure your property is covered for the remainder of the calendar year.

Can you kindly complete the attached forms and return to us as soon as possible? Please let me know if you have any questions!

Best regards,

**Matthew Severson | Operations Coordinator**

[Hollywood Property Owners Alliance](#)

**1680 Vine St., Suite 414**

**Hollywood, CA. 90028**

**D: (323) 463-4728**

**P: (323) 463-6767**

**F: (323) 463-4229**

## **Matthew Severson**

---

**From:** Matthew Severson  
**Sent:** Thursday, April 09, 2015 12:08 PM  
**To:** "Steve Seyler" (sseyler@andrewsinternational.com)  
**Subject:** FW: 6531 Hollywood Blvd - Trespass Authorization

Hi Steve, 6531 Hollywood Boulevard said they already submitted their forms. Can you confirm you haven't received them yet?

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 414  
Hollywood, CA 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

---

**From:** Matthew Severson  
**Sent:** Thursday, April 02, 2015 10:14 AM  
**To:** 'ibiwinterman@gmail.com'  
**Subject:** RE: 6531 Hollywood Blvd - Trespass Authorization

Thank you for the reply Ibi. Our security team stated that they do not have a trespass form on file, which is why I was reaching out. I will be happy to double check with them to make sure. Did you submit the forms directly to Anderson International?

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 414  
Hollywood, CA 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

---

**From:** [ibiwinterman@gmail.com](mailto:ibiwinterman@gmail.com) [mailto:[walrus549@gmail.com](mailto:walrus549@gmail.com)]  
**Sent:** Wednesday, April 01, 2015 8:08 PM  
**To:** Matthew Severson  
**Subject:** Re: 6531 Hollywood Blvd - Trespass Authorization  
**Importance:** High

Hi Matthew,  
Our mailing address is 6513 Hollywood Blvd, and our businesses span from 6505 to 6521. We have just filled out the tress press authorization a couple of months ago. It should be valid for the 2015 calendar year. Are you sure you need us to fill it out again?

Ibi Winterman  
510 250 9050

On Apr 1, 2015, at 4:26 PM, Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)> wrote:

Mr. Winterman,

I hope you are doing well! I am the new Operations Coordinator over at the Hollywood Property Owners Alliance. I am in the process of updating our Trespass Authorization Forms, which need to be submitted by each property within the BID, annually. This form gives our security team (and LAPD) the authorization to act on your behalf if a trespass is reported. This form is only good for 2015, so we want to make sure your property is covered for the remainder of the calendar year.

Can you kindly complete the attached forms and return to us as soon as possible? Please let me know if you have any questions!

Best regards,

**Matthew Severson | Operations Coordinator**

Hollywood Property Owners Alliance

1680 Vine St., Suite 414

Hollywood, CA. 90028

D: (323) 463-4728

P: (323) 463-6767

F: (323) 463-4229

[<2015 Trespass Form.pdf>](#)

## **Matthew Severson**

---

**From:** Matthew Severson  
**Sent:** Thursday, April 09, 2015 12:10 PM  
**To:** "Steve Seyler" (sseyler@andrewsinternational.com)  
**Subject:** FW: 6541/6533 Hollywood Blvd - Trespass Authorization

Steve, same story here. 6541/6533 Hollywood Boulevard said they submitted the forms. Can you please double check on these?

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 414  
Hollywood, CA 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

---

**From:** Matthew Severson  
**Sent:** Wednesday, April 01, 2015 4:39 PM  
**To:** 'Ricardo Salinas'  
**Cc:** suaya@cs.com  
**Subject:** RE: 6541/6533 Hollywood Blvd - Trespass Authorization

Thank you for the reply Ricardo. Did you forward these to LAPD or to Andrews International (BID Patrol)? Our BID Patrol team maintains the forms and forwards them to LAPD directly.

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 414  
Hollywood, CA 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

---

**From:** Ricardo Salinas [mailto:[rsalinas61@yahoo.com](mailto:rsalinas61@yahoo.com)]  
**Sent:** Wednesday, April 01, 2015 4:37 PM  
**To:** Matthew Severson  
**Cc:** [suaya@cs.com](mailto:suaya@cs.com)  
**Subject:** Re: 6541/6533 Hollywood Blvd - Trespass Authorization

Mathew,  
I gave this forms to LAPD a couple of weeks ago.  
they should have it on file already.  
Best,  
Ricardo Salinas  
Suaya Properties  
6541 Hollywood Blvd. Suite 111  
Los Angeles, CA. 90028

p : 323.468.0200  
f : 323.874.2574

On Wednesday, April 1, 2015 4:25 PM, Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)> wrote:

Hi Ricardo,

I hope you are doing well! I am the new Operations Coordinator over at the Hollywood Property Owners Alliance. I am in the process of updating our Trespass Authorization Forms, which need to be submitted by each property within the BID, annually. This form gives our security team (and LAPD) the authorization to act on your behalf if a trespass is reported. This form is only good for 2015, so we want to make sure your property is covered for the remainder of the calendar year.

Can you kindly complete the attached forms and return to us as soon as possible? Please let me know if you have any questions!

Best regards,  
**Matthew Severson** | Operations Coordinator  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 414  
Hollywood, CA. 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

## **Matthew Severson**

---

**From:** Matthew Severson  
**Sent:** Tuesday, April 14, 2015 1:39 PM  
**To:** 'sseyler@andrewsinternational.com'  
**Subject:** RE: Training

Great – let's do Friday, April 24 at 11am – at our office?

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 414  
Hollywood, CA 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

---

**From:** sseyler@andrewsinternational.com [mailto:sseyler@andrewsinternational.com]  
**Sent:** Tuesday, April 14, 2015 1:19 PM  
**To:** Matthew Severson  
**Subject:** Re: Training

Tuesday or friday between 8 am and 1:30 pm  
Sent via BlackBerry by AT&T

---

**From:** Matthew Severson <Matthew@hollywoodbid.org>  
**Date:** Tue, 14 Apr 2015 19:46:09 +0000  
**To:** "Steve Seyler" \sseyler@andrewsinternational.com\<sseyler@andrewsinternational.com>  
**Subject:** Training

Hi Steve,

I hope you are well. I wanted to check in to see when a good time might be to schedule an app training for the folks conducting the homeless count at the end of this month. I have provided some times below, let me know what works best so we can get this on the calendar:

- Friday, April 24 – free all day
- Monday, April 27 – free all day
- Tuesday, April 28 – free all day

Thank you in advance for your help in scheduling this.

PS – I sent you a few emails regarding outstanding Trespass Authorization forms for **6513 Hollywood Blvd** and **6541/6533 Hollywood Blvd**. Can you please confirm whether or not you have these forms on file?

Enjoy the day,

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance

**1680 Vine St., Suite 414**

**Hollywood, CA 90028**

**D: (323) 463-4728**

**P: (323) 463-6767**

**F: (323) 463-4229**

## Matthew Severson

---

**From:** Matthew Severson  
**Sent:** Tuesday, April 14, 2015 1:39 PM  
**To:** 'Steve Seyler'  
**Subject:** RE: FW: 6531 Hollywood Blvd - Trespass Authorization

Perfect, thank you.

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 414  
Hollywood, CA 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

**From:** Steve Seyler [mailto:[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)]  
**Sent:** Tuesday, April 14, 2015 1:25 PM  
**To:** Matthew Severson  
**Subject:** Re: FW: 6531 Hollywood Blvd - Trespass Authorization

We have all the forms now from both of your E-Mails.. Thanks.

On Mon, Apr 13, 2015 at 10:15 AM, Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)> wrote:

Hi Steve, 6531 Hollywood Boulevard said they already submitted their forms. Can you confirm you haven't received them yet?

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 414  
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F: (323) 463 4229

---

**From:** Matthew Severson  
**Sent:** Thursday, April 02, 2015 10:14 AM  
**To:** '[ibiwinterman@gmail.com](mailto:ibiwinterman@gmail.com)'  
**Subject:** RE: 6531 Hollywood Blvd - Trespass Authorization

Thank you for the reply Ibi. Our security team stated that they do not have a trespass form on file, which is why I was reaching out. I will be happy to double check with them to make sure. Did you submit the forms directly to Anderson International?

Matthew Severson | Operations Coordinator

Hollywood Property Owners Alliance

1680 Vine St., Suite 414

Hollywood, CA 90028

D: [\(323\) 463-4728](tel:(323)463-4728)

P: [\(323\) 463-6767](tel:(323)463-6767)

F: [\(323\) 463-4229](tel:(323)463-4229)

---

**From:** [ibiwinterman@gmail.com](mailto:ibiwinterman@gmail.com) [mailto:[walrus549@gmail.com](mailto:walrus549@gmail.com)]

**Sent:** Wednesday, April 01, 2015 8:08 PM

**To:** Matthew Severson

**Subject:** Re: 6531 Hollywood Blvd - Trespass Authorization

**Importance:** High

Hi Matthew,

Our mailing address is 6513 Hollywood Blvd, and our businesses span from 6505 to 6521. We have just filled out the trespass press authorization a couple of months ago. It should be valid for the 2015 calendar year. Are you sure you need us to fill it out again?

Ibi Winterman

510 250 9050

On Apr 1, 2015, at 4:26 PM, Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)> wrote:

Mr. Winterman,

I hope you are doing well! I am the new Operations Coordinator over at the Hollywood Property Owners Alliance. I am in the process of updating our Trespass Authorization Forms, which need to be submitted by each property within the BID, annually. This form gives our security team (and LAPD) the authorization to act on your behalf if a trespass is reported. This form is only good for 2015, so we want to make sure your property is covered for the remainder of the calendar year.

Can you kindly complete the attached forms and return to us as soon as possible? Please let me know if you have any questions!

Best regards,

**Matthew Severson | Operations Coordinator**

Hollywood Property Owners Alliance

**1680 Vine St., Suite 414**

**Hollywood, CA. 90028**

**D: {323} 463-4728**

**P: {323} 463-6767**

**F: {323} 463-4229**

<2015 Trespass Form.pdf>

## **Matthew Severson**

---

**From:** Matthew Severson  
**Sent:** Tuesday, April 14, 2015 1:46 PM  
**To:** 'sseyler@andrewsinternational.com'  
**Subject:** RE: Training

Note that we're in Suite #600 now.

**Matthew Severson | Operations Coordinator**  
**Hollywood Property Owners Alliance**  
1680 Vine St., Suite 414  
Hollywood, CA 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

---

**From:** sseyler@andrewsinternational.com [mailto:sseyler@andrewsinternational.com]  
**Sent:** Tuesday, April 14, 2015 1:44 PM  
**To:** Matthew Severson  
**Subject:** Re: Training

Ok  
Sent via BlackBerry by AT&T

---

**From:** Matthew Severson <Matthew@hollywoodbid.org>  
**Date:** Tue, 14 Apr 2015 20:38:37 +0000  
**To:** sseyler@andrewsinternational.com<sseyler@andrewsinternational.com>  
**Subject:** RE: Training

Great – let's do Friday, April 24 at 11am – at our office?

**Matthew Severson | Operations Coordinator**  
**Hollywood Property Owners Alliance**  
1680 Vine St., Suite 414  
Hollywood, CA 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

---

**From:** sseyler@andrewsinternational.com [mailto:sseyler@andrewsinternational.com]  
**Sent:** Tuesday, April 14, 2015 1:19 PM  
**To:** Matthew Severson  
**Subject:** Re: Training

Tuesday or friday between 8 am and 1:30 pm  
Sent via BlackBerry by AT&T

**From:** Matthew Severson <Matthew@hollywoodbid.org>

**Date:** Tue, 14 Apr 2015 19:46:09 +0000

**To:** "Steve Seyler" \\\'(sseyler@andrewsinternational.com\\')\\'<sseyler@andrewsinternational.com>

**Subject:** Training

Hi Steve,

I hope you are well. I wanted to check in to see when a good time might be to schedule an app training for the folks conducting the homeless count at the end of this month. I have provided some times below, let me know what works best so we can get this on the calendar:

- Friday, April 24 – free all day
- Monday, April 27 – free all day
- Tuesday, April 28 – free all day

Thank you in advance for your help in scheduling this.

PS – I sent you a few emails regarding outstanding Trespass Authorization forms for **6513 Hollywood Blvd** and **6541/6533 Hollywood Blvd**. Can you please confirm whether or not you have these forms on file?

Enjoy the day,

**Matthew Severson | Operations Coordinator**

Hollywood Property Owners Alliance

1680 Vine St., Suite 414

Hollywood, CA 90028

D: (323) 463-4728

P: (323) 463-6767

F: (323) 463-4229

## **Matthew Severson**

---

**From:** Matthew Severson  
**Sent:** Friday, April 24, 2015 10:25 AM  
**To:** 'sseyler@andrewsinternational.com'  
**Subject:** RE: Training

Hey Steve – happy Friday. Is it possible to push our homeless count app training back to 11:30 today? Let me know... Joe has a scheduling conflict.

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 600  
Hollywood, CA 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

*Please note our new suite number.*

---

**From:** sseyler@andrewsinternational.com [mailto:sseyler@andrewsinternational.com]  
**Sent:** Tuesday, April 14, 2015 2:18 PM  
**To:** Matthew Severson  
**Subject:** Re: Training

Copy  
Sent via BlackBerry by AT&T

---

**From:** Matthew Severson <Matthew@hollywoodbid.org>  
**Date:** Tue, 14 Apr 2015 20:46:06 +0000  
**To:** sseyler@andrewsinternational.com<sseyler@andrewsinternational.com>  
**Subject:** RE: Training

Note that we're in Suite #600 now.

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
1680 Vine St., Suite 414  
Hollywood, CA 90028  
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P: (323) 463-6767  
F: (323) 463-4229

---

**From:** sseyler@andrewsinternational.com [mailto:sseyler@andrewsinternational.com]  
**Sent:** Tuesday, April 14, 2015 1:44 PM  
**To:** Matthew Severson  
**Subject:** Re: Training

Ok

Sent via BlackBerry by AT&T

---

**From:** Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>  
**Date:** Tue, 14 Apr 2015 20:38:37 +0000  
**To:** [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)<[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)>  
**Subject:** RE: Training

Great – let's do Friday, April 24 at 11am – at our office?

**Matthew Severson | Operations Coordinator**  
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1680 Vine St., Suite 414  
Hollywood, CA 90028  
D: (323) 463-4728  
P: (323) 463-6767  
F: (323) 463-4229

---

**From:** [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com) [mailto:[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)]  
**Sent:** Tuesday, April 14, 2015 1:19 PM  
**To:** Matthew Severson  
**Subject:** Re: Training

Tuesday or friday between 8 am and 1:30 pm  
Sent via BlackBerry by AT&T

---

**From:** Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>  
**Date:** Tue, 14 Apr 2015 19:46:09 +0000  
**To:** "Steve Seyler' \sseyler@andrewsinternational.com\)'<[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)>  
**Subject:** Training

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Enjoy the day,

**Matthew Severson | Operations Coordinator**  
Hollywood Property Owners Alliance  
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P: (323) 463-6767

F: (323) 463-4229

## **Matthew Severson**

---

**From:** Matthew Severson  
**Sent:** Tuesday, November 10, 2015 1:21 PM  
**To:** 'sseyler@andrewsinternational.com'  
**Subject:** Argyle Encampment

Hi Steve – just wanted to check in to see if you were able to identify the transient who had the encampment on Argyle?

**MATTHEW SEVERSON**

*Operations Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.4728 | [matthew@hollywoodbid.org](mailto:matthew@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## **Matthew Severson**

---

**From:** Matthew Severson  
**Sent:** Tuesday, November 10, 2015 3:08 PM  
**To:** 'Steve S.'  
**Subject:** RE: Argyle Encampment

How likely do you think we'll locate them? I need to make a decision on this today.

### **MATTHEW SEVERSON**

*Operations Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.4728 | [matthew@hollywoodbid.org](mailto:matthew@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

**From:** Steve S. [mailto:[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)]  
**Sent:** Tuesday, November 10, 2015 3:07 PM  
**To:** Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>  
**Subject:** Re: Argyle Encampment

No luck so far

On Tue, Nov 10, 2015 at 1:21 PM, Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)> wrote:

Hi Steve – just wanted to check in to see if you were able to identify the transient who had the encampment on Argyle?

---

### **MATTHEW SEVERSON**

*Operations Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.4728 | [matthew@hollywoodbid.org](mailto:matthew@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## Matthew Severson

---

**From:** Matthew Severson  
**Sent:** Thursday, November 12, 2015 10:53 AM  
**To:** Joseph Mariani; sseyler@andrewsinternational.com; Kerry Morrison  
**Subject:** RE: Mutually Beneficial Introduction

No problem.

### MATTHEW SEVERSON

*Operations Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.4728 | [matthew@hollywoodbid.org](mailto:matthew@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

---

**From:** Joseph Mariani  
**Sent:** Thursday, November 12, 2015 10:52 AM  
**To:** sseyler@andrewsinternational.com; Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>; Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>  
**Subject:** RE: Mutually Beneficial Introduction

Works for me. Matthew, would you mind setting up a time for us to do this next week? I'm free Monday or Tuesday.

Steve why don't you come to our office first so we can talk about the property before we head over.

Thank you guys!

---

**From:** [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com) [mailto:[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)]  
**Sent:** Thursday, November 12, 2015 6:11 AM  
**To:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>; Joseph Mariani <[joe@hollywoodbid.org](mailto:joe@hollywoodbid.org)>; Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>  
**Subject:** Re: Mutually Beneficial Introduction

Sure  
Sent via BlackBerry by AT&T

---

**From:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>  
**Date:** Thu, 12 Nov 2015 04:06:07 +0000  
**To:** Joseph Mariani<[joe@hollywoodbid.org](mailto:joe@hollywoodbid.org)>; Matthew Severson<[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>;  
[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)<[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)>  
**Subject:** FW: Mutually Beneficial Introduction

Gentlemen, I'm thinking with my travel schedule, perhaps you could do this meeting next week while I am in Montana. I don't want to hold it off too long.

I'm thinking the three of you, for now, is the appropriate entourage.

Kerry

---

**From:** Garza, Josh [<mailto:jgarza@kilroyrealty.com>]

**Sent:** Monday, November 09, 2015 4:46 PM

**To:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>; Phillips, Lauren <[lphillips@kilroyrealty.com](mailto:lphillips@kilroyrealty.com)>; Kevin Stuessi <[kKevin@neuehouse.com](mailto:kKevin@neuehouse.com)>

**Cc:** Estelle LaCroix <[estelle@neuehouse.com](mailto:estelle@neuehouse.com)>

**Subject:** RE: Mutually Beneficial Introduction

Hi Kerry,

I hope you had an enjoyable weekend. I wanted to follow-up on the below email. I know you have an incredibly busy schedule, however I was hoping we could secure an on-site meeting with the security lead and clean streets lead from your BID team.

I also help manage our Sunset Media Center and Academy projects here in Hollywood and I know from experience how much easier it is for the BID to assist once they understand the layout and function of each property. If there is any chance to line up such a meeting this week or next, it would be tremendously helpful.

My full contact information is below. I look forward to hearing from you.

Joshua Garza, RPA  
Senior Property Manager  
Kilroy Realty Corporation  
6255 W. Sunset Blvd., Suite 2210  
Los Angeles, CA 90028  
P: (323) 785-6911 - Direct  
E: [jgarza@kilroyrealty.com](mailto:jgarza@kilroyrealty.com)

Please consider the environment before printing this E-mail

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---

**From:** Kerry Morrison [<mailto:Kerry@hollywoodbid.org>]

**Sent:** Wednesday, October 21, 2015 6:38 PM

**To:** Phillips, Lauren; Kevin Stuessi

**Cc:** Garza, Josh; Estelle LaCroix

**Subject:** RE: Mutually Beneficial Introduction

Hi Lauren – thank you for the introduction to Kevin.

We have been anticipating the arrival of Neuehouse to Hollywood and are very excited about all the energy this organization and all the people associated therewith will bring to this neighborhood.

I have a small team, and we would love to have a tour of your facility. A couple summers ago, when our building was undergoing a seismic retrofit, we re-located to We-Work down at LaBrea. We understand that Neuehouse takes collaborative and shared work space to a whole new level – and cannot wait to see what you offer!

We are also anxious to let you know about Hollywood, and the services provided by the BID. Your building falls within the Sunset & Vine Business Improvement District (we also manage the Hollywood Entertainment District).

Here is our website – which captures what is going on here, and also has portals to both BIDs.

<http://onlyinhollywood.org/>

Also, we are very busy preparing for a music and arts festival that we are promoting in early November – and it would be great to share this with your members. Everything will be walkable from your building.

<http://onlyinhollywood.org/festival/>

Though we are pretty consumed with getting this event ready to launch, we are only a block away from your office, so could probably come over for a 45 minute tour and initial chat in the next couple weeks.

Let me know; looking forward to it.

Kerry Morrison

---

**KERRY MORRISON**

*Executive Director*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [kerry@hollywoodbid.org](mailto:kerry@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

---

**From:** Phillips, Lauren [<mailto:lphillips@kilroyrealty.com>]

**Sent:** Tuesday, October 20, 2015 10:47 AM

**To:** Kevin Stuessi <[kevin@neuehouse.com](mailto:kevin@neuehouse.com)>; Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>

**Cc:** Garza, Josh <[jgarza@kilroyrealty.com](mailto:jgarza@kilroyrealty.com)>; Phillips, Lauren <[lphillips@kilroyrealty.com](mailto:lphillips@kilroyrealty.com)>; Estelle LaCroix <[estelle@neuehouse.com](mailto:estelle@neuehouse.com)>

**Subject:** FW: Mutually Beneficial Introduction

Kerry, thanks for the call yesterday. I would like to introduce you to our newest tenant at Columbia Square, Neuehouse.

Kevin and Kerry please meet each other by email...

Kerry is the executive director for the BID that supports the area around Neuehouse in Hollywood.

Kevin is the Chief Development Officer for Neuehouse and very involved in bringing Neuehouse online in Hollywood.

I thought it would be a smart idea for Kevin and his team to meet with your team so they understand what a BID does and how you can help them maneuver the clean and safe services in the area and how you can work best together.

Perhaps an informal meeting at Neuehouse? I would like to include our Josh Garza the property management in that meeting. He will have other items on his agenda so perhaps they can meet before or after. Please include me in the meeting but I'm not required to make it happen.

Thanks all,

**Lauren Phillips**  
Director  
Construction Services  
Kilroy Realty Corporation  
12200 West Olympic Blvd., Ste 200  
Los Angeles, CA 90064  
[lphillips@kilroyrealty.com](mailto:lphillips@kilroyrealty.com)  
310-481-6556 fax  
310-962-0310 mobile

---

**From:** Kerry Morrison [<mailto:Kerry@hollywoodbid.org>]  
**Sent:** Monday, October 19, 2015 2:15 PM  
**To:** Miguel Vargas  
**Cc:** Phillips, Lauren  
**Subject:** RE: Mutually Beneficial Introduction

Hi Lauren, nice to make your acquaintance. Columbia Square/ Kilroy is a member of Sunset & Vine BID. How are you affiliated?

Kerry

---

**KERRY MORRISON**  
*Executive Director*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [kerry@hollywoodbid.org](mailto:kerry@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

---

**From:** Miguel Vargas [<mailto:miguel@artsdistrictla.org>]  
**Sent:** Monday, October 19, 2015 10:46 AM  
**To:** Kerry Morrison <[Kerry@hollywoodbid.org](mailto:Kerry@hollywoodbid.org)>  
**Cc:** Phillips, Lauren <[lphillips@kilroyrealty.com](mailto:lphillips@kilroyrealty.com)>  
**Subject:** Mutually Beneficial Introduction

Hi Kerry,

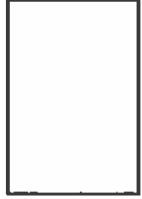
This is Miguel from the Arts District BID, I hope all is well. I'm reaching out today because I wanted to connect you with one of our Board Members, Lauren Phillips. In addition to being an active Arts District stakeholder, Lauren is also quite committed to improving Hollywood. One of the projects Lauren is closely involved with is the Columbia Square project, which is being developed by Kilroy Realty. Lauren is copied on this email.

Thank You,

--

**Miguel Vargas**  
*Executive Director*

Arts District Los Angeles B.I.D.



24 HR HOTLINE (213) 327-0979

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## Matthew Severson

---

**From:** Matthew Severson  
**Sent:** Thursday, November 12, 2015 11:33 AM  
**To:** sseyler@andrewsinternational.com  
**Subject:** FW: Ivar

Steve, can you please have some guys meet Gary Peterson from Landsco on Ivar Street at 7 am this Saturday?

### MATTHEW SEVERSON

*Operations Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.4728 | [matthew@hollywoodbid.org](mailto:matthew@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

---

**From:** LANDSCO1@aol.com [mailto:[LANDSCO1@aol.com](mailto:LANDSCO1@aol.com)]  
**Sent:** Tuesday, November 10, 2015 11:35 AM  
**To:** Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>  
**Subject:** Re: Ivar

They will be there at 7:00 Saturday.

In a message dated 11/10/2015 10:31:57 A.M. Pacific Standard Time, [Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org) writes:

Great – what time? I need to coordinate with my security team and they'll need to know when to meet them on site.

---

### MATTHEW SEVERSON

*Operations Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.4728 | [matthew@hollywoodbid.org](mailto:matthew@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

---

**From:** LANDSCO1@aol.com [mailto:[LANDSCO1@aol.com](mailto:LANDSCO1@aol.com)]  
**Sent:** Thursday, November 05, 2015 3:51 PM  
**To:** Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>  
**Subject:** Ivar

Matthew,

They will be there a week from Sat. Nov.14 if that is ok.

Jan

## **Matthew Severson**

---

**From:** Matthew Severson  
**Sent:** Thursday, November 12, 2015 1:33 PM  
**To:** sseyler@andrewsinternational.com  
**Subject:** Re: You called?

Hi Steve, our clean street team tells us that the transient Larry Hartzell has a new encampment set up over at DWP and that he is there... We have been trying to locate him. Can you confirm he is there? No further action needed at this time.

Sent from Outlook

On Thu, Nov 12, 2015 at 1:25 PM -0800, "sseyler@andrewsinternational.com"  
<[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)> wrote:

No one answered at your office  
Sent via BlackBerry by AT&T

## **Matthew Severson**

---

**From:** Matthew Severson  
**Sent:** Thursday, November 12, 2015 4:35 PM  
**To:** Steve S.  
**Subject:** Re: You called?

Disregard, Steve. Our maintenance supervisor Gus located Larry... We have been in touch with him.

Sent from Outlook

---

**From:** Steve S. <[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)>  
**Sent:** Thursday, November 12, 2015 1:35 PM  
**Subject:** Re: You called?  
**To:** Matthew Severson <[matthew@hollywoodbid.org](mailto:matthew@hollywoodbid.org)>

will do

On Thu, Nov 12, 2015 at 1:33 PM, Matthew Severson <[matthew@hollywoodbid.org](mailto:matthew@hollywoodbid.org)> wrote:  
Hi Steve, our clean street team tells us that the transient Larry Hartzell has a new encampment set up over at DWP and that he is there... We have been trying to locate him. Can you confirm he is there? No further action needed at this time.

Sent from Outlook

---

On Thu, Nov 12, 2015 at 1:25 PM -0800, " [sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)"  
<[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)> wrote:

No one answered at your office  
Sent via BlackBerry by AT&T

## **Matthew Severson**

---

**From:** Matthew Severson  
**Sent:** Tuesday, December 01, 2015 10:09 AM  
**To:** Stephen Seyler  
**Cc:** Joseph Mariani  
**Subject:** EaCa Alley Vandal  
**Attachments:** IMG\_1800.jpeg; ATT00001.txt

Hi Steve,

Our maintenance crew found this damage to EaCa at around 8 am this morning and have since cleaned it up. As you can see from the photo, a few planters were destroyed including some heaters. I am not sure if anything else was damaged. How do you suggest we handle this? I suspect this could warrant a police report. At minimum, the property owner needs to be informed (they've yet to see the damage). We aren't totally sure whose property was destroyed.

## **Matthew Severson**

---

**From:** Matthew Severson  
**Sent:** Friday, January 22, 2016 2:12 PM  
**To:** 'sseyler@andrewsinternational.com'  
**Subject:** FW: BID Training w/ BSS

Hi Steve,

I'm working on scheduling the illegal dumping training for the security team. Is there a good date/time that works for you guys? We can have it here at our office or at Andrews, let me know what works better for you.

Best regards,

**MATTHEW SEVERSON**  
*Operations Coordinator*

[ Hollywood Property Owners Alliance ]  
6562 Hollywood Boulevard | Los Angeles, CA 90028  
323.463.6767 | [matthew@hollywoodbid.org](mailto:matthew@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

Please note our new address and phone number.

**From:** aaron harris [mailto:[aaronharris1@gmail.com](mailto:aaronharris1@gmail.com)]  
**Sent:** Friday, January 22, 2016 2:11 PM  
**To:** Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>; Tom Caraballo <[tom.caraballo@lacity.org](mailto:tom.caraballo@lacity.org)>; [gary.harris@lacity.org](mailto:gary.harris@lacity.org)  
**Subject:** RE: BID Training w/ BSS

Hi Matthew, my name is Investigator Aaron Harris and I will be teaching the illegal dumping class. Is there any specific time frame that you had in mind? How many students will there be and would you like to come to our facility or do you already have a location in mind?

On Jan 20, 2016 2:46 PM, "Matthew Severson" <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)> wrote:

Dan/Marisol, thank you for making the introduction!

Aaron/Gary, thank you in advance for your assistance with this. I'm happy to coordinate the training session with you from our end. Please advise – is this an initial meeting to discuss program specifics or should I arrange for my full security team to be present? Do we have any capacity limitations? Kindly let me know who should be present and I will coordinate some available date/times for the meeting.

Best regards,

**MATTHEW SEVERSON**

*Operations Coordinator*

[ Hollywood Property Owners Alliance ]

6562 Hollywood Boulevard | Los Angeles, CA 90028

323.463.6767 | matthew@hollywoodbid.org | onlyinhollywood.org

Please note our new address and phone number.

---

**From:** Chief Gary Harris [mailto:[chief.investigator.la@gmail.com](mailto:chief.investigator.la@gmail.com)]  
**Sent:** Wednesday, January 20, 2016 7:45 AM  
**To:** Dan Halden <[daniel.halden@lacity.org](mailto:daniel.halden@lacity.org)>  
**Cc:** Matthew Severson <[Matthew@hollywoodbid.org](mailto:Matthew@hollywoodbid.org)>; Chief Gary Harris <[gary.harris@lacity.org](mailto:gary.harris@lacity.org)>; Marisol Rodriguez <[marisol.rodriguez@lacity.org](mailto:marisol.rodriguez@lacity.org)>; Manuel Perez <[manuel.perez@lacity.org](mailto:manuel.perez@lacity.org)>; aaron harris <[aaron.harris@lacity.org](mailto:aaron.harris@lacity.org)>; Tom Caraballo <[tom.caraballo@lacity.org](mailto:tom.caraballo@lacity.org)>  
**Subject:** Re: BID Training w/ BSS

Hello all

Investigator Aaron Harris coordinates the Hollywood area and will set up the training.

We look forward to a productive partnership!

Thanks

Gary

On Jan 15, 2016, at 9:30 PM, Dan Halden <[daniel.halden@lacity.org](mailto:daniel.halden@lacity.org)> wrote:

Hi Matthew,

I'd like to e-introduce you to one of our great City colleagues, Chief Gary Harris with Bureau of Street Services.

Marisol and I touched base with Gary last week and he will be in touch with you regarding training for the BID.

Matthew, could you please let Gary know some dates/times that might work from your end so he can coordinate accordingly?

Gary, thank you for your help!

Sincerely,



**Dan Halden**  
Hollywood Field Deputy  
Office of Councilmember Mitch O'Farrell  
1722 Sunset Boulevard, Los Angeles, CA 90026  
(213) 207-3015 | www.cd13.com

Find the Councilmember on:    

## **Lorin Lappin**

---

**From:** Lorin Lappin  
**Sent:** Tuesday, November 24, 2015 11:43 AM  
**To:** Steve Seyler  
**Subject:** Invoices - HPOA

Hi Steve,

It looks like the last invoice we received from Andrews was for the period of 10/16-10/22.

How often are invoices processed? Our accountant is asking for November invoices.

Thank you!

**LORIN LAPPIN**  
*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## **Lorin Lappin**

---

**From:** Lorin Lappin  
**Sent:** Tuesday, November 24, 2015 12:39 PM  
**To:** 'Steve S.'  
**Subject:** RE: Sarah luncheon

Great, thank you Steve!

**LORIN LAPPIN**  
*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

**From:** Steve S. [mailto:[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)]  
**Sent:** Tuesday, November 24, 2015 12:35 PM  
**To:** Lorin Lappin <[Lorin@hollywoodbid.org](mailto:Lorin@hollywoodbid.org)>  
**Subject:** Sarah luncheon

Count me in. I am sending you a check for \$50.00. It will be in an envelope with the invoices.

## **Lorin Lappin**

---

**From:** Lorin Lappin  
**Sent:** Monday, November 30, 2015 3:07 PM  
**To:** 'Steve S.'  
**Subject:** RE: Sarah Besley's Tribute Lunch

Thanks Steve! I received your check.

**LORIN LAPPIN**  
*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

**From:** Steve S. [mailto:[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)]  
**Sent:** Monday, November 30, 2015 3:03 PM  
**To:** Lorin Lappin <[Lorin@hollywoodbid.org](mailto:Lorin@hollywoodbid.org)>  
**Subject:** Re: Sarah Besley's Tribute Lunch

I will be there

On Mon, Nov 30, 2015 at 2:15 PM, Lorin Lappin <[Lorin@hollywoodbid.org](mailto:Lorin@hollywoodbid.org)> wrote:

## **Lorin Lappin**

---

**From:** Lorin Lappin  
**Sent:** Tuesday, December 01, 2015 3:31 PM  
**To:** 'bfarrar@andrewsinternational.com'  
**Subject:** Sarah Besley Tribute Lunch

Hi Bill,

Thank you very much for your offer to contribute towards Sarah's lunch on Thursday. We've gone over the count and we have four guests we would like to pay for, including Sarah and her husband.

You can send a contribution of \$200 to our office – and please make the check out to "HPOA Marketing Co-op."

Thank you again,

**LORIN LAPPIN**  
*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## **Lorin Lappin**

---

**From:** Lorin Lappin  
**Sent:** Tuesday, December 01, 2015 3:35 PM  
**To:** 'Bill Farrar'  
**Subject:** RE: Sarah Besley Tribute Lunch

Yes, she's back in today.

**LORIN LAPPIN**  
*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

**From:** Bill Farrar [mailto:[bfarrar@andrewsinternational.com](mailto:bfarrar@andrewsinternational.com)]  
**Sent:** Tuesday, December 01, 2015 3:34 PM  
**To:** Lorin Lappin <[Lorin@hollywoodbid.org](mailto:Lorin@hollywoodbid.org)>  
**Subject:** RE: Sarah Besley Tribute Lunch

Lorin:

Is Kerry in? Would like to discuss with her.



**Bill Farrar | Vice President**  
**Media, Entertainment & Special Armed Services**  
**Andrews International**  
455 N. Moss St., Burbank, Ca. 91502  
o: 661-310-1825 c: 818-822-2935 f: 661-310-1861  
[bfarrar@andrewsinternational.com](mailto:bfarrar@andrewsinternational.com) | [www.andrewsinternational.com](http://www.andrewsinternational.com)

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---

**From:** Lorin Lappin [mailto:[lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org)]  
**Sent:** Tuesday, December 01, 2015 3:32 PM  
**To:** [bfarrar@andrewsinternational.com](mailto:bfarrar@andrewsinternational.com)  
**Subject:** Sarah Besley Tribute Lunch

Hi Bill,

Thank you very much for your offer to contribute towards Sarah's lunch on Thursday. We've gone over the count and we have four guests we would like to pay for, including Sarah and her husband.

You can send a contribution of \$200 to our office – and please make the check out to "HPOA Marketing Co-op."

## **Lorin Lappin**

---

**From:** Lorin Lappin  
**Sent:** Tuesday, December 01, 2015 3:37 PM  
**To:** 'Bill Farrar'  
**Subject:** RE: Sarah Besley Tribute Lunch

Yes, she is. No, I did not receive one from you.

**LORIN LAPPIN**  
*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

**From:** Bill Farrar [mailto:[bfarrar@andrewsinternational.com](mailto:bfarrar@andrewsinternational.com)]  
**Sent:** Tuesday, December 01, 2015 3:36 PM  
**To:** Lorin Lappin <[Lorin@hollywoodbid.org](mailto:Lorin@hollywoodbid.org)>  
**Subject:** RE: Sarah Besley Tribute Lunch

Is she available for a call now?

Also, did I RSVP with you for the luncheon?



**Bill Farrar | Vice President**  
**Media, Entertainment & Special Armed Services**  
**Andrews International**  
455 N. Moss St., Burbank, Ca. 91502  
o: 661-310-1825 c: 818-822-2935 f: 661-310-1861  
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---

**From:** Lorin Lappin [mailto:[lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org)]  
**Sent:** Tuesday, December 01, 2015 3:35 PM  
**To:** Bill Farrar  
**Subject:** RE: Sarah Besley Tribute Lunch

Yes, she's back in today.

**LORIN LAPPIN**  
*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]

## **Lorin Lappin**

---

**From:** Lorin Lappin  
**Sent:** Tuesday, December 01, 2015 5:06 PM  
**To:** 'Bill Farrar'  
**Subject:** RE: Sarah Besley Tribute Lunch

Hi Bill,

Just wanted to let you know that Steve Seyler has already paid for his lunch for Thursday.

Thanks,

**LORIN LAPPIN**  
*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

**From:** Bill Farrar [mailto:[bfarrar@andrewsinternational.com](mailto:bfarrar@andrewsinternational.com)]  
**Sent:** Tuesday, December 01, 2015 3:39 PM  
**To:** Lorin Lappin <[Lorin@hollywoodbid.org](mailto:Lorin@hollywoodbid.org)>  
**Subject:** RE: Sarah Besley Tribute Lunch

I will attend.



**Bill Farrar | Vice President**  
**Media, Entertainment & Special Armed Services**  
**Andrews International**  
455 N. Moss St., Burbank, Ca. 91502  
o: 661-310-1825 c: 818-822-2935 f: 661-310-1861  
[bfarrar@andrewsinternational.com](mailto:bfarrar@andrewsinternational.com) | [www.andrewsinternational.com](http://www.andrewsinternational.com)

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---

**From:** Lorin Lappin [mailto:[lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org)]  
**Sent:** Tuesday, December 01, 2015 3:38 PM  
**To:** Bill Farrar  
**Subject:** RE: Sarah Besley Tribute Lunch

Yes, she is. No, I did not receive one from you.

**LORIN LAPPIN**  
*Administrative Coordinator*



**Bill Farrar | Vice President  
Media, Entertainment & Special Armed Services  
Andrews International**  
455 N. Moss St., Burbank, Ca. 91502  
o: 661-310-1825 c: 818-822-2935 f: 661-310-1861  
[bfarrar@andrewsinternational.com](mailto:bfarrar@andrewsinternational.com) | [www.andrewsinternational.com](http://www.andrewsinternational.com)

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---

**From:** Lorin Lappin [mailto:[Lorin@hollywoodbid.org](mailto:Lorin@hollywoodbid.org)]  
**Sent:** Tuesday, December 01, 2015 3:32 PM  
**To:** [bfarrar@andrewsinternational.com](mailto:bfarrar@andrewsinternational.com)  
**Subject:** Sarah Besley Tribute Lunch

Hi Bill,

Thank you very much for your offer to contribute towards Sarah's lunch on Thursday. We've gone over the count and we have four guests we would like to pay for, including Sarah and her husband.

You can send a contribution of \$200 to our office – and please make the check out to "HPOA Marketing Co-op."

Thank you again,

**LORIN LAPPIN**  
*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [Lorin@hollywoodbid.org](mailto:Lorin@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## **Lorin Lappin**

---

**From:** Lorin Lappin  
**Sent:** Monday, December 07, 2015 3:19 PM  
**To:** Steve Seyler  
**Subject:** Missing Andrews Invoice

Hi Steve,

Hope you are well and looking forward to our lunch next week!

Is there any update on the Andrews invoice for the Sunset BID for the period of 10/23-10/29? I know the system was being updated and we look like we're caught up except for that week.

**LORIN LAPPIN**  
*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
323.463.6767 | [lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

## **Lorin Lappin**

---

**From:** Lorin Lappin  
**Sent:** Tuesday, December 08, 2015 9:19 AM  
**To:** 'Steve S.'  
**Subject:** RE: Missing Andrews Invoice

Thank you Steve!

**LORIN LAPPIN**  
*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
[323.463.6767](tel:323.463.6767) | [lorin@hollywoodbid.org](mailto:lorin@hollywoodbid.org) | [onlyinhollywood.org](http://onlyinhollywood.org)

**From:** Steve S. [mailto:[sseyler@andrewsinternational.com](mailto:sseyler@andrewsinternational.com)]  
**Sent:** Tuesday, December 08, 2015 7:34 AM  
**To:** Lorin Lappin <[Lorin@hollywoodbid.org](mailto:Lorin@hollywoodbid.org)>  
**Subject:** Re: Missing Andrews Invoice

I have requested it several times and will try again today. They had to correct some problem on it.

On Mon, Dec 7, 2015 at 3:19 PM, Lorin Lappin <[Lorin@hollywoodbid.org](mailto:Lorin@hollywoodbid.org)> wrote:

Hi Steve,

Hope you are well and looking forward to our lunch next week!

Is there any update on the Andrews invoice for the Sunset BID for the period of 10/23-10/29? I know the system was being updated and we look like we're caught up except for that week.

**LORIN LAPPIN**

*Administrative Coordinator*

[ Hollywood Property Owners Alliance ]  
1680 N. Vine Street, Suite 600 | Los Angeles, CA 90028  
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